## **Ballot**

## **Instructions:**

**Select** Bankruptcy

**Select** *Plans* and *Associated Documents* 

Enter case number

Verify case number is correct

Select Document Event: Ch 11 - Ballot

Select Party.

■ Party filer not listed, Add/Create New Party.

Browse, Verify and attach the correct pdf file.

■ Add attachments, if applicable.

**Select** Appropriate Event to which this event relates

Ch 11 plan

## **Review Docket Text for accuracy**

Warning!! Verify entry is correct before submitting.